



TRANSIT POLICE

MOTOR VEHICLE COLLISIONS

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Office of Primary Responsibility: Inspector Investigations

POLICY

Definitions

Chief Officer – The Transit Police Chief Officer or delegate.

JPD – Jurisdictional Police Department.

Member – For the purpose of this policy, includes a Designated Constable (all ranks), the Chief Officer or a Deputy Chief Officer, and a Designated Law Enforcement Officer of the Transit Police.

Metro Vancouver Transit Police (“Transit Police”) – The operating name of the South Coast British Columbia Transportation Authority Police Service.

Authority

1. Members are required to comply with requirements of the *Police Act*, the *Motor Vehicle Act*, regulations and standards therein, all as amended from time to time.

General

2. Members will comply with legal requirements and Transit Police policy regarding reporting and investigation of collisions involving Transit Police vehicles. Where an external police agency is the investigating agency, the Transit Police will comply with requirements of the investigator and assist with the investigation, when requested and feasible.

PROCEDURES

Duties of Members and Supervisors

3. Whenever a Transit Police vehicle is involved in a collision, regardless of the damage or injury, the Member or civilian staff person must immediately report the incident to the Watch Commander (or as soon as is practicable given the circumstances). This may be done by calling direct to the Watch Commander or via the Operations Communication Centre.

4. Members (or the civilian staff person, where applicable) involved in a motor vehicle collision in a police vehicle will take all reasonable steps to protect the scene without moving the vehicles (giving consideration to safety, the extent of the damage/injuries and the circumstances surrounding the collision) and to obtain witness contact information (if possible), prior to the attendance of the JPD or the Transit Police assigned investigator.
5. The Watch Commander will ensure that:
 - (1) A Transit Police Supervisor attends all vehicle collisions involving a Transit Police vehicle, unless exigent circumstances exist or a Supervisor is not available;
 - a. Whenever, a Transit Police Supervisor is involved in a collision, a Transit Police Supervisor of a higher rank will be assigned to attend; and
 - (2) The Transit Police Fleet Coordinator is notified as soon as is practicable.
6. If there are injuries or the combined damage is estimated to exceed \$10,000, the Watch Commander will ensure that the JPD is immediately notified, so that they can determine whether they wish to assume the investigation.
 - (1) Pursuant to Transit Police policy chapter OA130 - Pursuits, all Pursuit-related collisions involving Members will be investigated by the police agency responsible for that jurisdiction or another external police agency as so determined by the Chief Officer.
7. If there are no injuries and the combined damage is estimated to be less than \$10,000, the Watch Commander will notify the JPD, as soon as is practicable, and advise that the Transit Police intends to proceed with investigation of the collision. However, it remains the decision of the JPD on whether they wish to assume responsibility for the investigation. The Watch Commander will assign a Transit Police investigator when the JPD does not assume responsibility for the investigation.
8. When the JPD takes conduct of the investigation, the Member(s) involved will fulfill their reporting obligations, including those under the *Motor Vehicle Act* as well as the *Police Act* (such as reporting of a Critical Incident to the Independent Investigations Office) and Transit Police policy. The attending Transit Police Supervisor will liaise with the JPD investigators and assist as requested and as operationally feasible.
 - (1) When the Transit Police takes conduct of the investigation, the Watch Commander will ensure that the aforementioned reporting obligations are met.

[Refer to Transit Police policies: [AC140 – Complaints](#), [OA130 – Pursuits](#), [OH070 – Independent Investigations Office](#)]

9. When a Transit Police investigator is assigned, a thorough investigation of the incident will be completed as promptly as possible. The attending Supervisor will oversee the investigation, unless otherwise so determined by the Watch Commander or a higher ranking Transit Police Officer. The Transit Police investigator will, as applicable to the collision:

- (1) Submit a MV6020 report; and
 - (2) Submit a General Occurrence (GO) report, including a diagram as an attachment.
10. When a Transit Police investigator believes that a Provincial Violation Ticket should be issued under provisions of the *Motor Vehicle Act*, the Transit Police investigator will only do so after completion of the Inspector Operation's review of the MV6020 report and GO, and authorization received from that Inspector.
 11. The attending Transit Police Supervisor will ensure, where necessary, that any weapons of an injured Member are properly secured, and that other documents or items of concern are (e.g., portable radios and laptops) are not left unattended and/or removed from the vehicle and secured as appropriate.
 12. The collision investigation will include the review of any telemetric information from the Transit Police vehicle, collected in accordance with [Transit Police SOP44 – Police Vehicle Tracking](#) (where applicable).

Internal Reporting

13. When a Transit Police vehicle is involved in a collision resulting in injuries or extensive property damage, or if extenuating circumstances exist, the Watch Commander will promptly notify the Deputy Chief Officers and Chief Officer, as appropriate. The Watch Commander will also ensure that any reporting requirements are completed for reportable matters under the *Police Act*, including requirements for Critical Incidents to the Independent Investigations Office.
14. The attending Transit Police Supervisor will submit a report to the Inspector Operations containing a synopsis of the incident, recommendations concerning action to be taken and any other relevant information. The Supervisor will also prepare the [TP Form AZ0950A – Injuries/Incident Investigation Report](#), where applicable.
15. For TransLink claims and insurance purpose, as soon as is practical following the collision, regardless of the extent of any damage, the Member or civilian staff person who is the driver of the police vehicle will complete TP Form [AZ0960 – Employee's Incident Report \(TL Form M731\)](#) and forward it to the Watch Commander via the chain of command.
16. The Watch Commander will review the submitted TP Form AZ0960 for completeness and accuracy, and forward it to the Inspector Operations. The Inspector Operations will then review the submitted TP Form AZ0960 for completeness and accuracy and, when authorized by the Inspector Operations, forward it to the Transit Police Fleet Coordinator.
17. The Transit Police Fleet Coordinator will electronically release a copy of the TP Form AZ0960 document to TransLink claims and retain a copy for organizational record keeping, statistical analysis and other reporting purposes.

18. When a Member or civilian staff person has been injured in the collision, the Member or civilian staff person is also required to submit a completed [TP Form AZ0950A – Employee Injuries/Incident](#) to their Supervisor and to follow protocols as outlined in Transit Police [SOP53 – Injuries in the Workplace](#).

Review

19. Unless otherwise so determined by the Chief Officer, the Inspector Investigations will be appointed to conduct a review of all collisions involving Transit Police vehicles. The Inspector Investigations may obtain the assistance of subject matter experts to assist in such reviews. The review will include, but is not limited to, classifying whether the incident was non-preventable or preventable, identifying training and equipment issues, and recommending follow-up actions. The Inspector Investigation will also consider whether findings in the review require Transit Police notification to the Office of the Police Complaint Commissioner (“OPCC”). (Note: OPCC notification may have already been determined in the Inspector Operations file review.)
20. The Inspector Investigations (or other appointed collision reviewer, where appointed) will submit their findings and recommendations for consideration of the Deputy Chief Officer Operations.

Key References

BC Police Act [RSBC 1996, Chapter 367]

Emergency Vehicle Driving Regulation (EDVR) [BC Reg 133/98]

Memorandum of Understanding Respecting Investigations between Independent Investigation Office of BC (IIO) and Jurisdictional Police [July 16, 2012]

Memorandum of Understanding between Transit Police and Jurisdictional Police
Motor Vehicle Act [RSBC 1996, Chapter 318]